



United States Department of Agriculture
Food and Nutrition Service

Southeast Region

Reply to

Attn. of: CN 11-1

September 30, 2004

Subject: Policy Memorandum 245.06-13: Verification of Income Eligibility – Reauthorization 2004
Implementation Memo

To: All State Directors

National School Lunch Program (NSLP)

School Breakfast Program (SBP)

Southeast Region

Effective July 1, 2004, school officials verifying income eligibility for free and reduced price meals must allow households to provide documentation of income for any point in time between the month prior to application and the time the household is required to provide income documentation. Although not addressed in the statute, this provision is in response to guidance by the Senate Committee on Agriculture, Nutrition, and Forestry to the Secretary during deliberations on the Child Nutrition and WIC Reauthorization Act of 2004.

The “Eligibility Guidance for School Meals Manual” currently specifies that households selected for verification must document their income information for the most recent month available. That provision in the guidance is now superseded.

This provision is intended to support the concurrent statutory change that provides for full school year eligibility once an initial determination is made. The “Eligibility Guidance for School Meals Manual” will be updated to reflect this change.

If you have further questions, please contact this office.

PEGGY FOUTS

Regional Director

Special Nutrition Programs

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